



**Alaska Department of Labor & Workforce Development
Alaska Workforce Investment Board
Business Meeting – February 11th and 12th, 2008
Centennial Hall
Sheffield Ballroom Three
Juneau, Alaska
MINUTES**

Teleconference: 1-800-315-6338, code 2942

Monday, February 11th, 2008

Call to Order by Chair Andy Baker at 9:00 a.m.

Roll Call by Director Cashen

Members in attendance: Lt. Governor's Designee Scott Clark, Commissioner Click Bishop, Commissioner Barbara Thompson, DHSS Designee Stephanie Wheeler, DCED Designee Mike Black, Chair Andy Baker, Todd Bergman, Dave Rees, Dick Cattanach, Susan Denison, Mayfield Evans, Neal Foster, Fred Villa for Wendy Redman President U of A Hamilton's Designee, Cynthia Erickson, Jim Laiti, MJ Longley, Chris Gregg, John Palmatier, Karen Rogina, Betty Jo Dibble, Doug Ward

A quorum of 21 was present.

Members absent: Lt. Governor Sean Parnell, DOLWD Designee Guy Bell, Commissioner Karleen Jackson, Commissioner Emil Notti, DCED Designee Michael Black, President Mark Hamilton U of A

Staff in attendance: Executive Director Greg Cashen, Project Coordinator Louise Dean, Administrative Manager Bejean Page and Administrative Clerk Larry Gilbert/DBP

Guests and others in attendance: Billy Connor/UAF, Marcia Olson/EED, Michael Olson/EED, Brynn Keith/R&A, Cheryl Walsh/DVR, Gerry Andrews/DOLWD, Denis Wiesenburg/UAF, Tom Nelson/ESD, Karen Johnson/Denali Commission, Sean O'Brien/DVR, Frank Richards/DOTPF, Bran Brown/Evergreen Timber, Kirk Dahlstrom & Mr. Brown/Viking Lumber, Mike Ogram/DBP, Mary Lacy/DBP, Kris Norosz/Icicle, John Garner/Trident Seafoods, Ketra Anderson/Crowley,

Teleconferencing guests: none

Introduction

Welcome by Commissioner Bishop - Commissioner Bishop welcomed the board members to the meeting.

Opening Remarks by Chair Baker - Chair Baker welcomed everyone to the meeting.

Next Meeting Date - Next meeting date set for May in Seward.

Executive Session called at 9:50 a.m.

Back in Session at 10:26 a.m.

Board Orientation and Briefings

Committee Reports

P&P/A&E - The Policy & Planning and Assessment & Evaluation Committee met two times since the AWIB meeting in October, 2007. The committee worked on the following issues since the last board meeting - Regional Advisory Councils (RAC's) and Strategic Directives and Top Priorities. At the October, 2007 meeting, the AWIB directed the committees to determine milestones, resources and success measures for the top three priorities. These are included in the strategic directives document. The committee will begin working on these priorities at the next committee meeting scheduled for March 27, 2008.

WFR/E&P - The Workforce Readiness, Employment & Placement committee met three times since the last AWIB board meeting in October, 2007. A quorum was established at two of the three meetings. The milestones, resources and success measures were identified. An Ad Hoc committee was formed at the October, 2007 AWIB meeting to develop a standard training template which would be able to be used across industries. The Ad Hoc committee members include; Karen Rogina, Chair, Doug Ward, John Palmatier and Dick Cattanaach. The Ad Hoc committee presented a draft template to the Workforce Readiness Employment Placement committee. The committee recommended several changes to the document. The ad hoc committee members will meet with the Workforce Readiness Employment Placement committee members at the February 14, 2008 meeting to work on the document. The document will be finalized at the April 10th committee meeting for presentation at the May 2008 board meeting.

YC - The Youth Council has met twice since the October, 2007 board meeting. There was a quorum present at the November, 2007 Council meeting and the January, 2008 face to face meeting. The Youth Council reviewed the AWIB Strategic Directives document. They were to determine milestones, resources, and success measures. The result of their discussion is included as an attachment to the Strategic Directives document in the board binder.

Briefings on Service Delivery Programs



**ALASKA DEPARTMENT OF LABOR
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Employment Security Division (ESD/DOLWD) – Tom Nelson, Director/ESD went over ALEXsys Stats, ALEXsys variable report upgrade, Senior Community Services Employment Program, Career Readiness Certificate, WIA and Wagner-Peyser Federal Audit Results and Bill of interest HB31. He also acknowledged employees retiring – Ted Burke, Donene Tweeten and Shannon Mahoney-Irish.

Division of Public Assistance (DPA/DHSS) –

Division of Vocational Rehabilitation (DVR/DOLWD) – DVR distributed “Helping You Build a Better Business” brochures the department has available statewide at all DVR offices and job centers.

Division of Business Partnerships (DBP/DOLWD) – Mike Shiffer/Assistant Director/DBP presented “The Nortec Model Workforce Investment System” to the board.

Legislative Update – Paula Scavera –

SB 124 TVEP – There were questions about the possibility of AWIB designating where the money would go. However, there would most likely opposition to do this from stakeholders and it isn’t recommended.

HB 226 STEP – It was suggested the Legislative Committee meet before the February AWIB meeting to go over a strategy to address this with the legislature.

Statute/WIA Regulations Discrepancies - The AWIB bylaws would be the easiest and quickest to change. Compliance issues exist but we need to follow our bylaws. The discrepancies are as follows:

- The federal regulations do not separate private sector from business and industry for board members.
- Federal regulations indicate the Governor shall select a chairperson for the State Board (State Statute and Bylaws indicate the Board shall elect a chair).
- The federal regulations indicate membership should include the governor and 2 members of each chamber of the State legislature. State statute indicates the lieutenant governor or designee.
- The federal regulations indicate membership should include chief elected officials (representing both cities and counties). State statute doesn’t address this.
- Discrepancy between bylaws and Statute on number of private sector members. Bylaws indicate 4, Statute indicates 5.

The Legislative Committee along with interested board members will go to the legislature to lobby for bills affecting the AWIB such as AGIA and STEP, in the afternoon on February 12, 2008.

Work Ready/College Ready - Marcia Olson - The Alaska Career Ready program goals, Education Regulations, WIN Instructional Courseware, ACT WorkKeys Skills and Levels, Pilot Districts and timelines, Outreach efforts, Career Information Resources, Business Results, Certificate and CRC Consortium were reviewed.

Activities Pertinent to Workforce Development

Seafood Industry Panel -

Jon Black, Ocean Beauty
John Garner, Trident
Kris Norosz, Icicle
Dennis Wiesenburg UAF

Transportation Industry Panel -

Frank Richards, Deputy Commissioner DOT/PF
Ketra Anderson, Crowley Maritime
Eric Badger, Lynden
Billy Connor, UAF

Timber/Value Added Industry Panel -

Kirk Dahlstrom and Owen Graham, AK Forest Assoc/Viking Lumber
Brian Brown, AK Forest Assoc/Alcan Logging
Carol Lewis, UAF

Initiatives Pertinent to Workforce Development

AGIA Strategic Training Plan - Commissioner Bishop -

Ad Hoc Committee for AGIA Training Plan -

Registered Apprenticeship - Gerry Andrews -

Adjourn: Meeting adjourned at 3:30.

Tuesday, February 12th , 2008 – Business Meeting

Call to Order by Chair Andy Baker at 9:00 a.m.

Roll Call by Director Cashen

Members in attendance: Lt. Governor's Designee Scott Clark, Commissioner Click Bishop, Commissioner Barbara Thompson, DHSS Designee Stephanie Wheeler, DCED Designee Mike Black, Chair Andy Baker, Todd Bergman, Dave Rees, Dick Cattanach, Susan Denison, Mayfield Evans, Neal Foster, Fred Villa for Wendy Redman President U of A Hamilton's Designee, Cynthia Erickson, Jim Laiti, MJ Longley, Chris Gregg, John Palmatier, Karen Rogina, Betty Jo Dibble, Doug

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Staff in attendance: Executive Director Greg Cashen, Project Coordinator Louise Dean, Administrative Manager Bejean Page and Administrative Clerk Larry Gilbert/DBP

Guests and others in attendance:

Teleconferencing guests: None

Agenda Approval –

MOTION to approve the agenda by

Seconded by

Vote taken,

MOTION passed.

Approval of Meeting Minutes –

MOTION made by _____ to approve the May 2007 AWIB meeting minutes, seconded by

Vote taken,

MOTION passed.

Distinguished Guests –

Public Testimony -

Action Items

Committee Strategic Plan Priorities - The Chair of each committee reviewed the strategic plan priorities.

AWIB Annual Report to the Legislature - The Training Program Performance 2006 report to the legislature was reviewed by Brynn Keith, Chief/DOLWD/R&A.

Resolutions -

RESOLUTION NUMBER 07-10 - RESOLUTION IN SUPPORT OF THE STATE TRAINING AND EMPLOYMENT PROGRAM (STEP)

RESOLUTION NUMBER 07-11 - RESOLUTION IN SUPPORT OF DMV SERVICES IN RURAL COMMUNITIES

RESOLUTION NUMBER 07-12 - RESOLUTION IN SUPPORT OF THE JOB TRAINING PROGRAM FOR ALASKANS DEVELOPED BY THE COMMISSIONER OF LABOR AND WORKFORCE DEVELOPMENT AS SPECIFIED IN SEC. 43.90.470 OF THE ALASKA GASLINE INDUCEMENT ACT (AGIA)

Activities Pertinent to AWIB

Vocational Education Instructor of the Year Award - Commissioner Bishop

Staff of the AWIB solicited nomination from the top 100 employers, Joint Apprenticeship Training Centers, and trade associations in Alaska. The AWIB received five nominations for the 2007 Vocational Instructor/ Administrator of the Year Award. The Executive Committee reviewed the nominations and selected Cheryl Edenshaw as the 2007 Vocational Instructor/ Administrator of the Year. She was nominated by Teck Cominco Alaska Incorporated and NANA Corporation. Ms. Edenshaw currently serves as the Director of the Alaska Technical Center in Kotzebue.

Executive Director Report - Greg Cashen

Legislative Issues

Tour of UAS Programs

Adjourn to Tour of UAS: 2:00 p.m.

Handouts Provided:

AWIB Roster, Youth Council Roster and Committee Roster
 Division of Business Partnerships Report
 Employment Security Division Report
 Division of Vocational Rehabilitation Report
 Division of Public Assistance Report
 Work Keys – Work Ready/College Ready Presentation
 4 AAC 06.715 Work Ready/College Ready transitional skills curriculum and benchmark
 4 AAC 06.717 Work Ready/College Ready transitional skills assessment
 Committee Strategic Plan Priorities Report
 AWIB Working Committees Strategic Plan
 Construction Training Plan
 Transportation Training Plan
 Health Care Taskforce Report
 Alaska Mining Industry Presentation
 Pogo Mine Presentation
 Mineral Opportunities in Alaska Presentation
 Think Apprenticeships
 USDOL Registered Apprenticeship brochure and flyer with fast facts

Resolution 07-05 Registered Apprenticeships
 Resolution 07-06 Pipeline Training Plan
 Policy & Planning and Assessment & Evaluation Report
 Workforce Readiness and Employment & Placement Report
 Youth Council Report
 Health Care Industry Panel Presentation
 Step Up Early Education and Child Care – Economic Impact Report
 Pathways to Alaska Health Care Careers – U of A Health Programs
 Regional Advisory Council Report
 Alaska Technical Center Concept Paper
 AGIA Training Strategic Planning Document
 Vocational Education Instructor Award Draft
 Exemplary Performance Recognition Award – Nine Star
 AWIB Executive Director’s Report
 Election of Officers Biographies
 AWIB Budget
 Alaska Works partnership Web Site information
 Alaska Trends – July/August 2007 issue

ACTION TRACKER

WHO	WHAT	DUE BY	STATUS
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**ALASKA DEPARTMENT OF LABOR
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AWIB Staff	Update AWIB web site	<i>On Going</i>	<i>On Going</i>
AWIB Staff	AWIB Calendar and Committees Updates	<i>Ongoing</i>	<i>Ongoing</i>
Executive Committee	Wording for the Vocational Technical Training Instructor of the Year Award.	February AWIB Meeting	
WR/EP Committee	Sub Committee to work on template for training plans for Construction, Transportation and Health Care	<i>Ongoing</i>	<i>Ongoing</i>
Legislative Committee	HB 226, SB124 AK Statutes/WIA Regulations Election of officers	February AWIB Meeting	
Executive Committee	AD HOC Pipeline Training	<i>Ongoing</i>	<i>Ongoing</i>
Executive Committee	Alaska Technical Center Resolution	Dec 11, 07 meeting	
Executive Committee	Strategic Planning Document, milestones, resources & success measures	<i>Ongoing</i>	<i>Ongoing</i>
PP/AE	Strategic Planning Document, milestones, resources & success measures	<i>Ongoing</i>	<i>Ongoing</i>
Youth Council	Strategic Planning Document, milestones, resources & success measures	<i>Ongoing</i>	<i>Ongoing</i>
WR/EP	Strategic Planning Document, milestones, resources & success measures	<i>Ongoing</i>	<i>Ongoing</i>